

4/22/24 Regular Board Meeting

Board of Education Meeting

Tiffin Middle School Cafetorium, 103 Shepherd Dr., Tiffin, OH 44883

Monday, April 22, 2024

6:30pm - 7:30pm

Present: Mr. Ben Richards, CEO/Superintendent ; Ryan Cook, CFO/Treasurer ; Dustin Williams, Board Member; Victor Perez, Board Member; Dr. Meagan McBride, Board Member; Larry Kisabeth, Board Member; Heidi Stephey, Board Member

1 PLEDGE OF ALLEGIANCE

Mr. Williams

Attachments:

2 CALL TO ORDER: ROLL CALL:

Mr. Cook

Minutes:

Present were:

Mr. Dustin Williams

Mr. Larry Kisabeth

Dr. Meagan McBride

Mr. Victor Perez

Mrs. Heidi Stephey

Attachments:

3 ADOPT THE AGENDA

The Board members, including the administration, will review the agenda. The Board must approve any additions, deletions, or corrections.

Minutes:

The agenda was adopted with the following addition: add "to consider matters required by federal laws, or rules, or state statutes to be kept confidential" as an additional reason for executive session.

Result: Approved

Motioned: Dr. Meagan McBride

Seconded: Larry Kisabeth

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		

Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

4 RECOGNITIONS

Mr. Robert Boes

3rd Quarter Crystal Apple honorees Mrs. Patricia Smith, Executive Secretary to the Assistant Superintendent, and Mr. Aaron Schmits, Columbian Art Teacher.

Attachments:

5 PRESENTATION

Mrs. Sarah Cook and students: donations for Tiffin Middle School state testing

Minutes:

The students who spoke were: Chi'lla Predmore, Charli Zaika, Colton Whitmer, Jaxson Weickert, and Charlee Gaietto.

Attachments:

6 ASSISTANT SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS:

Community Eligibility Provision: free student meals in 2024-2025.

Minutes:

Mr. Boes reported Tiffin City Schools students may be eligible for free meals in 2024-2025 through Community Eligibility Provision.

Attachments:

7 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD:

Per Board Policy BDDH: Each person addressing the Board shall give his/her name and address. If several people wish to speak, each person is allotted three minutes until the total time of 30 minutes is used. During that period, no person may speak twice until all who desire to speak have had the opportunity to do so. The period of public participation may be extended by a vote of the majority of the Board, present and voting. Persons wishing to submit comment can do so by emailing tcs_boardcomments@tiffincityschools.org. The meeting will be publicly available via Facebook.

Minutes:

None.

Attachments:

8 CONSENT AGENDA:

The Superintendent recommends the Tiffin City Board of Education approve the consent agenda: Items 6.1 through 6.9. Action by the Board of Education in Adoption of the Consent Agenda means that all VI items are adopted by one single motion unless a member of the Board or the Superintendent requests that any such item be removed from the consent agenda and voted upon separately. Employments, where applicable, are contingent upon 1) Verification of education and experience; 2) Proof of proper certification/licensure; 3) Favorable results from a criminal records check.

Result: Approved

Motioned: Larry Kisabeth

Seconded: Heidi Stephey

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

8.1 Approve Minutes

The Superintendent recommends the Tiffin City Board of Education approve the following minutes, as exhibited:

3/19/24 Special Meeting/Work Session

3/19/24 Regular Meeting

Result: Approved

Attachments:

[3 19 24 Special Meeting Work Session Minutes.pdf](#)

[3 19 24 Regular Meeting Minutes.pdf](#)

8.2 Approve Treasurer's Report

The Superintendent recommends the Tiffin City Board of Education approve the attached Treasurer's reports, as exhibited.

Result: Approved

Attachments:

[Monthly Financial Report - Board Packet.pdf](#)

8.3 Approve Committee Reports

The Superintendent recommends the Tiffin City Board of Education approve the attached Committee Reports, as exhibited.

Result: Approved

Attachments:

[March 2024 Finance Operations Minutes.pdf](#)

8.4 Resignations

The Superintendent recommends the Tiffin City Board of Education accept the following resignations:

Professional Staff

Tamra Andrews, at the conclusion of the 2023-2024 Contract Year

Jaycie Foos, resigning from Varsity Girls' Basketball Coach position only, beginning 4/4/2024

Support Staff

Emily Bogard, beginning 6/6/2024

MaKenna Carter, at the conclusion of the 2023-2024 Contract Year

Gabrielle Mitchell, at the conclusion of the 2023-2024 Contract Year

Result: Approved

Attachments:

8.5 Employ Professional Staff 2023-2024

The Superintendent recommends the Tiffin City Board of Education employ the following Professional Staff:

Substitute Teacher

Franklin Kaiser, beginning 4/11/2024

Supplemental Contract

Claudia (Riedy) Steinmetz, Spring Musical Choreographer

Result: Approved

Attachments:

8.6 Employ Professional Staff 2024-2025

Teacher Limited Contract – Second One-Year (2024 – 2025)

Abigail M. Chlosta

Kristin M. Coleman

Michelle A. Debusman

Miriah L. Depinet

Heidi M. Ekleberry

Kendra D. Hartman

Macey M. Malagon
Aubrey A. Margraf
Sarah A. Marvin
Theresa R. Oakleaf
Connor P. Rettenmund
Hannah G. Rohrbacher
Faythe G. Smetzer
Natalie L. Stake-Mitchell
Hannah N. Watson
Alexis L. Yates

Teacher Limited Contract – Third One-Year (2024 – 2025)

Allison M. Adelsperger
Chelsea L. Arbogast
Sarah G. Babione
Jessica M. Barrick
Jennifer R. Bauerschmidt
Kaitlyn N. Boehler
Kara K. Brown
Jennifer M. Cox
Jaycie C. Foos
Jessica J. Hoyda
Alisa M. Huffman
Krista M. Lewis
Stephanie L. Marlowe
Claudia G. (Riedy) Steinmetz
Krystal M. Satyanathan
Shawn M. Siebenaller
Trenton R. Thacker
Courtney J. Workman

Teacher Limited Contract – Fourth One-Year (2024-2025)

Celeste E. Dunn
Katherine B. Focht
Sydney E. Lommerse
Mackenzie N. Nino
Jaclyn M. Nye
Emily G. Schermer
Kelsey J. Wickham

Teacher Limited Contract – First Three-Year (2024-2027)

Nattaporn K. Perrine
Taylor L. Reinbolt
Allie J. Stump
Tara S. Visser

Teacher Limited Contract – Second Three-Year (2024-2027):

Donald R. Cook
Mykel L. Heberling
Abigail M. Keegan
Erin S. Lawrence
Elizabeth M. Tanner
Travis P. Wise

Result: Approved

Attachments:

8.7 Employ Support Staff 2023-2024

The Superintendent recommends the Tiffin City Board of Education employ the following Support Staff:

2nd Shift Custodian

Eric Wise, Step 0

Spring Musical Costumer and Assistant

Joan Ledwedge, \$550 payable from Columbian Drama Club (300-9976) upon certified completion of duties

Substitute Bus Driver

David J. Althaus

Result: Approved

Attachments:

8.8 Employ Support Staff 2024-2025

Two-Year Contract (2024 – 2026) (1st Two-Year Contract)

Special Needs Aides

Melissa K. Ackerman
Mikayla D. Breaux
Makenna L. Carter
Jenna M. Heiser
Kendel L. Klotz
Ashley M. Lowry
Santina M. Marks
Tracy E. Metzger
Susan K. Moyer
Cindy L. Park
Nichole L. Strait
Jessica K. Wise

Educational Aide

Marsha P. Vera

Mechanic

Fred L. Jones

Sweeper

Jonathan E. Parsons

Robin L. Paulus

Custodian

Mitchell R. Scheiber

Food Service General Worker

Andra S. Meyer

Misty D. Runion

Jacqueline L. Thom

Service Technologist

Shawna J. Blust

Hunter Null

Bus Driver

Shaunte M. Bradshaw

Gene A. Englehart

Keith J. Kirchner

James A. Scherger

Secretary

Sarah E. Brill

Account Clerk

Shauna R. Mears

Two-Year Contract (2024 – 2026) (2nd Two-Year Contract)

Special Needs Aide

Jessica N. Cantu

Jolinda M. Elchert

Wendy A. Gifford

Melinda. A. Graham

Jeffrey T. Greer

Jennifer L. Keckler

Ashley L. McKinney

Library Paraprofessional

Alissa R. Kelley

Brie V. Streacker

Educational Aides

Olivia Boeser

Jamie D. Walton

Custodian

Hailey A. Cooper

Food Service General Worker

Jacquelyn M. Comer

Jane M. Kelbley

Secretary

Megan E. Auble

Account Clerk

Wendy S. Campbell

Brogan M. Jones

Executive Secretary

Abigail C. Young

Two-Year Contract (2024 – 2026) (3rd Two-Year Contract)

Special Needs Aide

Lucy Baines

Suzanne M. Flores

Amber L. Hescht

Danielle R. O'Quinn

Aubrey A. Wise

Educational Aide

Katherine A. Miller

Custodian

John Z. Reuter

Food Service Department Head

Heather J. Musa – Francis

Secretary

Jillaine E. Dunn

Bus Driver

Lisa L. Boehler

Frederick L. Ehresman

Teresa A. Faber

Aubrey A. Wise

One-Year Contract (2024 – 2025) (Limited Contingent)

Auxiliary Nurse

Barbara J. Goshe

Pupil Activity Contract

Morgan Harrigan, Basketball, Head Varsity Girls'

Ryan Fretz, Basketball, Head Varsity Boys'

Result: Approved

Attachments:

8.9 Non-Renewals at the Conclusion of the 2023-2024 Contract Year

Home Instruction

Chelsea Arbogast

Donald Ferstler
Stacey Kiesel
Renee Lacy
Laurie Morter
Brandie Reinhart
Jodi Roszman
Rachel Walland
Lisa Wilson

Tornado Academy Consultants

Todd Aichholz
Allen Auble

Result: Approved

Attachments:

8.10 Donations and Grants

The Superintendent recommends the Tiffin City Board of Education accept the following donations:

District

Bascom Communications donated eclipse glasses, valued at \$1150, to the students and staff of Tiffin City Schools.

Steele Solutions donated \$250 to be used for Camp Invention.

Tiffin Rotary Foundation donated \$400 to be used for Camp Invention.

The Gillmor Foundation donated \$500 to be used for Camp Invention.

The White Family Charitable Fund granted \$3,000 to be used for Camp Invention.

Columbian High School

Hempy Water donated 20 cases of water, valued at \$150, to be used for the spring musical.

Culligan Water donated 20 cases of water, valued at \$150, to be used for the spring musical.

Dave Davies donated \$50 to Columbian High School STAND.

Tiffin Alumni Association granted \$1,486.25 to be used for graduation yard signs for seniors.

Mike and Delores Herbert donated \$50 to the Track and Field team, in memory of Rich Focht.

Tiffin Middle School

TMS PTO donated 3,200 bottles of water and 2,800 peppermint candies, valued at \$492, for students during state testing.

The following each donated a case of water, valued at \$3.64, for students during state testing:

Noel Dutcher

Sabrina Whitmer

Christine Shaver (2)

Kathleen Spriggs

Taylor Howell

Kimberly Arias (2)

Anjee Beaston

Brandy Madden

Mindy Fox (2)

Jessica Everhart

Mary Weidner

The following each donated a bag of mints, valued at \$5, for students during state testing:

Noel Dutcher

Connor Fritts

Joni Koch

Katherine Miller

Juli Huston

Catrina Weickert (2)

Taylor Howell

Kelli Jones (2)

The following each donated a box of snacks, valued at \$10, for students during state testing:

Amanda Hunt

Noel Dutcher

Joni Koch

Katherine Miller

Sabrina Whitmer

Juli Huston

Leslie Pognon

Taylor Howell

Shannon Chwalik

Jaeda May

Jamie McDole (2)

Christine Shaver

Jessica Coger

Amy Terry

Brandy Madden

Mindy Fox

Result: Approved

Attachments:

9 ADDITIONAL CONSENT AGENDA

Two-Year Contract (2024 – 2026) (3rd Two-Year Contract)

Courtne Williams – Educational Aide

Courtne A. Williams - Secretary

Result: Approved

Motioned: Dr. Meagan McBride

Seconded: Heidi Stephey

Voter	Yes	No	Abstaining
Dustin Williams, Board Member			X
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

10 ACTION ITEMS:

Attachments:

10.1 Approve the Tiffin Columbian Graduating Class of 2024

The Superintendent recommends the Tiffin City Board of Education approve the Tiffin Columbian Graduating Class of 2024, pending completion of all requirements of Tiffin City Schools and the Ohio Department of Education & Workforce, as exhibited.

Result: Approved

Motioned: Victor Perez

Seconded: Dustin Williams

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[2024 TCHS Graduates.pdf](#)

10.2 Approve 2024-2025 School Nurse Service Agreement

As exhibited.

Result: Approved

Motioned: Larry Kisabeth

Seconded: Victor Perez

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[Tiffin City Schools-MHT School Nurse 2024-25.pdf](#)

10.3 Adopt Resolution Approving Written Post-Issuance Compliance Policy

Ryan Cook, CFO/Treasurer

Resolution approving a written post-issuance compliance policy in connection with the issuance of tax-exempt and tax-preferred obligations by the school district and the associated board policy, DIF Policy and Procedures Concerning Post-Issuance Compliance, as exhibited.

Result: Approved

Motioned: Victor Perez

Seconded: Dustin Williams

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[Tiffin CSD - Resolution Approving Post-Issuance Compliance Policy 19208961.1 .pdf](#)
[DIF Policy and Procedures Concerning Post-Issuance Compliance.pdf](#)

10.4 Approve Mid-Year Update to NCOESC Contract Amount for FY24

Ryan Cook, CFO/Treasurer

As exhibited.

Result: Approved

Motioned: Heidi Stephey

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstaining
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Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[Tiffin Mid Year FY24.pdf](#)

10.5 Approve 2-Year Amplify K-8 ELA Curriculum

As exhibited.

Result: Approved

Motioned: Larry Kisabeth

Seconded: Dr. Meagan McBride

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[K-5 CKLA 2yr Quote .pdf](#)

[6-8 Amplify 2yr Quote.pdf](#)

10.6 Accept Superintendent Resignation

As exhibited.

Result: Approved

Motioned: Victor Perez

Seconded: Heidi Stephey

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		

Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

[Richards Resignation.pdf](#)

11 BOARD DISCUSSION:

Next steps.

Minutes:

Mr. Williams said the board has to weigh the expense of collections for the track lawsuit versus the likelihood of collecting. The district has already spent in excess of \$106,000.00.

Mr. Williams noted the new five-year forecast would be presented at the May board meeting.

Attachments:

12 ENTER EXECUTIVE SESSION:

Hold an Executive Session for one or more of the following matters to:

X a. consider the appointment____, **employment X**, dismissal____, discipline____, promotion____, demotion____, or compensation____ **of a public employee(s)** or official(s)____, or consider the investigations of charges or complaints against a public employee(s)____, official(s), licensee(s) or "regulated individual(s)" ____; unless the person(s) being investigated of charges or complaints requests a public hearing;

____ b. consider the purchase or sale of public property if the public interest would be hurt by the premature disclosure of the information;

____ c. confer with the public body's attorney for the purpose of considering disputes if a court action concerning the dispute is either pending or imminent;

____ d. prepare for, conduct, or review negotiations or bargaining sessions with public employees;

____ e. consider matters required by federal laws, or rules, or state statutes to be kept confidential;

____ f. consider specialized details of security arrangements if the information could be used for criminal purposes.

____ g. no action taken.

Time in:

Minutes:

Added reason for Executive Session: consider matters required by federal laws, or rules, or state statutes to be kept confidential.

Time in: 7:09 p.m.

Result: Approved

Motioned: Dr. Meagan McBride

Seconded: Victor Perez

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		

Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

13 EXIT EXECUTIVE SESSION

Return to open session.

Time out:

Minutes:

Time out: 9:17 p.m.

Mr. Williams said regarding the change in the superintendent seat, the board met with the administrative team. He stated the board has the support of that team. Mr. Williams noted there is a legal process the board must follow and there would need to be a special board meeting in the future to vote on Mr. Richards. The meeting was set for April 25, 2024 at 6:00 p.m. in the Tiffin Middle School cafeteria.

Attachments:

14 ADJOURNMENT

The Board business meeting is concluded.

Meeting started:

Meeting ended:

Minutes:

Meeting started: 6:30 p.m.

Meeting ended: 9:24 p.m.

Result: Approved

Motioned: Dr. Meagan McBride

Seconded: Larry Kisabeth

Voter	Yes	No	Abstaining
Dustin Williams, Board Member	X		
Victor Perez, Board Member	X		
Dr. Meagan McBride, Board Member	X		
Larry Kisabeth, Board Member	X		
Heidi Stephey, Board Member	X		

Attachments:

14.1 Next Regular Meeting

The next regular meeting will be May 20, 2024 at 6:30 PM in the Tiffin Middle School Cafetorium.

Attachments:

15 412 CERTIFICATE

CERTIFICATE

Section 5705.412, RC

IT IS HEREBY CERTIFIED that the TIFFIN CITY SCHOOL DISTRICT BOARD OF EDUCATION, SENECA COUNTY, OHIO, to adopt any appropriation measure, make any qualifying contract, or increase during any school year any wage or salary schedule shown above, has in effect the authorization to levy taxes including the renewal or replacement of existing levies which, when combined with the estimated revenue from all other sources available to the district at the time of certification, are sufficient to provide the operating revenues necessary to enable the district to maintain all personnel and programs for all the days set forth in its adopted school calendars for the current fiscal year and for a number of days in succeeding fiscal years equal to the number of days instruction was held or is scheduled for the current fiscal year, as required by Section 5705.412.

TIFFIN CITY SCHOOL DISTRICT

By

President, Board of Education

By

Treasurer

By

Superintendent of Schools

Attachments: